



# Office of the City Clerk

Weekly Report – for Week Ending March 30, 2018

## OFFICE OF THE CITY CLERK – PROJECT HIGHLIGHTS AND STATUS

### Elections

#### *Youth Outreach*

Staff conducted 25 classroom presentations at East Los Angeles College, where they reached close to 684 students, registered 82 to vote, and collected 52 poll worker sign-ups. To date, staff has conducted 104 of the 127 classroom presentations booked at various community colleges for spring semester. Staff hosted a table at the 3<sup>rd</sup> Annual *Learn 4 Life* Spring 2018 College and Career Fair in CD 15. They reached 90 students and registered 42 to vote.

#### *Faith Based*

Staff made a brief presentation and hosted a table at South Bay L.A. Chinese Alliance Church in CD15.

#### *General Community Outreach*

Staff hosted a table at a Mother and Daughter Brunch event held at the Museum of African American History in CD 10. The outreach team also staffed a booth at Grand Park for the March for Our Lives Rally on Saturday. They engaged with 500 attendees and pre-registered 102 sixteen and seventeen-year olds.



#### *In-House Elections*

On March 28, staff tallied ballots for the Election of Employee Members to the Board of Administration of the Department of Water and Power Employees' Retirement Plan.

#### *Neighborhood Council (NC) Elections*

Staff held a final NC Election Workshop on March 22 at the Council District 10 Field Office. Staff will compile and synthesize the feedback obtained at all 9 workshops and include the information in a report to Council. Staff continues to work with EmpowerLA on organizing subdivision elections in the Westwood, Historic Cultural, and Wilshire Center Koreatown neighborhood councils. The tentative election dates are May 22, June 7, and June 21, respectively.

#### **Neighborhood Council (NC) Funding**

NC Funding staff have been working on processing payment requests utilizing the enhanced Neighborhood Council Funding System. The system enhancements continue to improve efficiency, as reflected in the decreasing time needed to process payment requests from NCs. Staff continues to provide three trainings every month for the newly elected, appointed, and selected financial officers of the Neighborhood Councils.



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## Records Management

The City Archivist provided a tour of the City Records Center and City Archives to staff of the Ronald Reagan Presidential Library.

## Systems

Systems staff assisted the Elections Division with election setup and tally on Wednesday, March 28 for LADWP's Employee Members to the Board of Administration Election. A total of 1,723 ballots were counted, no issues were reported during the tally portion.

Testing continues for the online Neighborhood Council vote by mail registration application. The application is currently in beta and we are waiting for Election's feedback.